

# E mployer ADVISOR



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The *Employer Advisor* is a quarterly publication provided by the Utah Department of Workforce Services

## Coming Soon...

### to a computer near you

*Brought to you by your local, state and federal governments.*

What a hassle! Starting a business has always been a monumental task because of the myriad of local, state and federal agencies one must go through to get a business up and running.

Relief is coming! Soon, using an application called "OneStop Business Registration," you will be able to complete almost the entire business application online:

- Obtain a Federal Employer Identification Number (FEIN).
- Reserve and register the business name with the Utah Department of Commerce.

- Register with the Utah State Tax Commission.
- Register for unemployment insurance with the Utah Department of Workforce Services.
- Verify worker compensation coverage with the Utah Labor Commission.
- Obtain program and permit information through the Utah Department of Environmental Quality.
- Obtain local licensing information and forms.

OneStop will be available 24 hours a day, seven days a week, saving trips and phone calls to multiple agencies. Users will pay applicable fees online, although there is no charge for using the registration tool itself.

According to Utah's e-government portal provider and designer, Utah Interactive, Inc., the completed OneStop Web site will be available by late July. You may access the site at that time by visiting <http://utah.gov> and selecting the state's new business portal, scheduled for launch along with OneStop.



## OneStop Business Registration



## 2003 Legislature:

### Definition of Employer Changes

Senate Bill 15 redefined the definition of "Employer" within the Utah Employment Security Act. Effective May 6, the change has a minimal impact on most employers. The old law defined employers as "any employing unit that paid wages during a calendar quarter in either the current or preceding calendar year for employment amounting to \$140 or more..."

The new law defines employers as "any individual or employing unit which employs one or more individuals for some portion of a day during a calendar year..." The result is that an employing unit becomes subject to the Employment Security Act once they have employed someone and paid any amount of remuneration to them.

The complete definition of an employer may be accessed from our Web site at: <http://jobs.utah.gov/ui/ilaw.asp> under Section 35A-4-203 of the Utah Employment Security Act. If you have questions about this law change or about unemployment insurance taxes contact us:

801-526-9400 or toll free at  
1-800-222-2857 ext. 9400

**Summer 2003 Edition**

## Protect Payroll Records!

“In some states, there is evidence of a flourishing trade in the sale of stolen payroll records,” a federal investigator reported recently. The investigator, who represents the Office of Inspector General (OIG) of the Department of Labor, said that some “dumpster divers” appear to specialize in the sale of payroll records to organized theft rings. Thieves had even been discovered breaking into locked recycle bins to obtain payroll information. Sometimes an employer or payroll service

makes it easy. In one state, investigators responded to a tip to find payroll records overflowing garbage cans outside the company garage.

Stolen payroll information is used to steal an employee’s identity and credit history, creating havoc in an individual’s life. The OIG warns that stolen payroll records also create the potential of serious injury to employers and government programs.

A massive identity theft scheme involved information from three payroll companies used to file fraudulent unemployment claims. Thirteen defendants were charged with filing approximately 3,000 “impostor claims”

for workers residing in California, Nevada, Washington and Arizona. The defendants received nearly \$3 million in unemployment insurance benefits before they were apprehended. Are you adequately protecting your records? Be sure to:

- Perform background checks on those who handle your records.
- Take measures to secure payroll records and limit access.
- Shred and shred again before throwing any records away.
- Notify DWS immediately about compromised payroll information.

Taking the above precautions will greatly reduce theft of payroll records.

## Utah’s Workforce Summit For Employers, Job Seekers and Youth

Don’t miss this year’s new Workforce Summit – an event targeting all segments of Utah’s workforce. Held on Thursday, September 25 at the Salt Lake Community College, West Jordan Campus, the summit will be packed with information and innovative solutions for practical use. Call 801-468-0097 to register, or visit [jobs.utah.gov](http://jobs.utah.gov) for more information. Here’s a sneak preview:

**“Road to Profit”** (Employers 7:00 a.m. - noon) Cam Marston, a nationally known speaker, will present “Workplace Demographics and Generational Differences.” What motivates the Matures, the Boomers, the X-ers and the Y-ers? Many workshops will also be offered.

**“Road to Work”** (Job Seekers 12:30 - 3:30 p.m.) Learn effective ways to job search, what jobs are in demand, what skills are required and how to find them. Representatives will give hands on assistance, and a special motivational guest speaker will be present.

**“Road to the Future”** (Youth ages 14-21 4:00 - 7:00 p.m.)

Parents are invited too! This open forum will assist youth in planning for their future. Learn to set up a budget, what it costs to live, and explore different careers.



## Let’s Talk... Cultural Diversity

Utah’s workforce has changed and poses challenges to several employers. According to the U.S. 2000 Census, Utah’s immigrant population grew 171 percent from 1990 to 2000, the fifth largest growth rate among the 50 states. Let’s face it: communication problems can hamper technical capabilities, safety issues, employee advancement, and customer service.

The Governor acknowledged the need to assist Utah employers and included two major efforts in his 1000-Day Economic Plan:

- Educate employers about the value of hiring ethnic minority workers.*
- Coordinate the Governor’s English skill building and cultural integration initiative.*

The Cultural Integration Advisory Council (CIAC) was formed by public and private individuals who wanted to network, and share resources and strategies to improve the integration process. Those interested are invited to attend their meetings. For more information call Barbara Darling at (801) 526-9294 or visit [jobs.utah.gov](http://jobs.utah.gov) and click on “State Council.”